



MINUTES OF THE PROCEEDINGS
of the eleventh meeting of
the **Executive Committee**
of the Imperial College Union
in the 2010-2011 Session

The meeting of the Executive Committee was held in meeting room 6 of the
Union Building on the 12th May 2011 at 1.00pm

Present:

President	Alex Kendall – Chair (AK)
Deputy President (Clubs & Societies)	Heather Jones (HJ)
Deputy President (Education)	Alex Dahinten (AD)
Deputy President (Finance & Services)	Ravi Pall (RP)
CGCU President	Victor Du Mesnil Du Buisson (VMB)
ICSMSU President	David Smith (DS)
RCSU President	Scott Heath (SH)
GSA President	Deena Blumenkrantz (DB)
Clubs and Societies representative	Nathanial Bottrell (NB)
Clubs and Societies representative	Ben Moorhouse (BM)
Permanent Observer:	
Governance and Administration Coordinator	Rebecca Coxhead (RC)
Operational Manager	Robin Pitt (RoP)

Apologies: Deputy President (Welfare) Charlotte Ivison (CI), Representation and Welfare Board representative Nicolas Massie (NM), Honorary Senior Treasurer Simon Archer

Not Present: Representation and Welfare Board representative Sahil Chugani (SH)

1. **CHAIRS BUSINESS – none**

2. **MINUTES FROM MEETING**

RECEIVED: 23rd March 2011

NOTED:

- a) The President is still to write up the minutes of the last meeting.

RESOLVED:

- 1) To accept the minutes from the 23rd March 2011

3. MATTERS ARISING

NOTED:

- a) The President is still to discuss Faculty Union & GSA Presidents giving verbal updates to every meeting of Council.
- b) The Deputy President (Clubs & Societies) is still to following up with Management Group Chairs in regards to dormant clubs and club closures.

The agenda was reordered at this point to consider agendas item as the next items of business

5. SABBATICAL UPDATES

President

- a) The Finance Manager will be starting on the 1st June.

Deputy President (Finance & Services)

- a) Sorting out tickets for students affected by the Summer Ball/exams.
- b) Hours for casual staff will be now be processed by the 'swipe in/swipe out' system.
- c) Will have a draft shortly from Counter Culture for the finance procedures.

Deputy President (Education)

- a) The presentation to the Strategic Education Committee is next week.
- b) The Feedback Policy will be presented to Representation and Welfare Board for discussion.
 - i. The document has been changed by a member of College staff to guidelines for giving feedback for academic staff instead.

6. Budgeting guide

RECEIVED: The reports were presented by the Deputy President (Education)

NOTED:

- a) There is a small change to the Constitution that has RAG and CAG applying to Clubs and Societies Board for budgeting applications.

At this point, the agenda was reordered to consider any other business as the next item of business

7. UNION COURT APPLICATIONS

RECEIVED: the paper was presented by the President

NOTED:

- a) Still need to fill the position for and Engineering student and a member of College staff.
- b) The Committee moved to a vote on accepting the applications and they were passed unanimously.

RESOLVED:

- 1) To nominate to Council Andy Heeps as a life member, Rahul Mudannayake as a Full Member (Medicine), Jamie Henry as a Full Member (Medicine) and Leslie Uzan as a Full Member (Natural Sciences)

ACTION:

- 1. The President to submit court nominations to Union Council.**

8. USE OF METRIC

RECEIVED: the paper was presented by the Deputy President (Clubs & Societies)

NOTED:

- a) Concern was raised in regards to the repercussions being so low for misuse of equipment.
- b) The Operations Manager stated that the equipment was installed for students who have had training to use.
 - i. The reality is that it will be Dramsoc and Jazz and Rock who will be using the equipment.
- c) It was suggested that minibuses have insurance for when things are broken so insurance may also cover broken sound equipment.
- d) The space is not bookable during lunch time so that students can use it as a social space
 - i. The space is dark and uninviting during the day but this is being addressed.
- e) Concern was raised in regards to the noise level not being monitored by clubs.
 - i. A limit can be set on the machine or noise monitoring can be put in to training.
 - ii. Stewards are also able to take noise limit readings.
- f) Ultimately, the Union wants to move away from charging clubs for sound engineers.
- g) Training logistics still need to be sorted out.
- h) The committee moved to a vote on passing the policy and it was passed unanimously.

RESOLVED:

- 1) To accept the policy on the Use of Metric (see appendix)

9. UNIVERSITY PLANIT

RECEIVED: The paper was presented by the President

NOTED:

- a) Concern that the information printed in the guide is not impartial and some universities may tweak information to make themselves look better.
- b) Some unions have been hesitant to participate in the guide.
- c) Currently there is no information on 'student life' for high school students to access when making their choice for universities.
- d) College have the obligation to use Union statistics when promoting the College.
 - i. It was suggested that the President talk to Communication Department to seek funding for this if the NUS give their approval to the guide. The committee agreed that this was the best step forward.

RESOLVED:

- 1) To defer any decision until NUS have given their support to the guide and them the President to talk to College Communications to ask for them to fund the Unions submission to the Planit Guide.**

10. GSA STANDING ORDERS

RECEIVED: The standing orders were presented by the GSA Chair

NOTED:

- a) Any reference to permanent members of staff acting as secretary for committees will be removed as this contravenes Staff Student Protocol.

ACTION

- 1. To remove any reference to permanent members of staff acting as secretary for committees**
- b) It was pointed that a Secretary position needs to be included as an officer position.

RESOLVED:

- 1) To include the position of 'secretary' as an officer of the GSA.**
- c) It is envisaged that the Sports Manager will work with Sport Imperial and the Clubs, Societies, Projects and Arts Manager work directly with those bodies however there will be some overlap.
 - i. It was suggested to remove the Clubs, Societies, Projects aspect and just have an Arts Manager and a Sports Manager and update the roels to reflect this change.

- ii. It was agreed to remove the 'Arts' from Clubs, Societies, Projects and Arts Manager.

RESOLVED:

- 2) The Clubs, Societies, Projects and Arts Manager become the Clubs, Societies and Projects Manager.**
- d) It was suggested that the work 'Manager' implies that this is a paid position and is misrepresentative of the role.
 - i. The GSA President stated that the reason the role does not have 'officer' in the title as she does not the role to sit on the Executive Committee.
 - ii. It was pointed that there can be non executive officers.
 - iii. It was suggested that the word 'manager' be replaced with 'representative' or 'coordinator'.
 - iv. It was agreed that the word 'manager' in regards to the roles under point 5 be changed to 'coordinators and that the word 'director' be removed from 'marketing'.

RESOLVED:

- 3) That under point 5, the word 'manager' be replaced with 'coordinator and that the word 'director' be removed from 'marketing'.**
- e) It was questioned as to why quorum was so low in regards to Council meetings.
 - i. The GSA President stated that the quorum is set low as it is hard to engage Postgraduates and it cannot be guaranteed that they will show up.
 - ii. If members cannot make 1 meeting once a term then they are not being accountable and as such should not be in a officer position.
 - iii. The GSA President wants the functionality of the GSA Council is the same as Union Council but stated that she wants it to be a forum for taking and discussing which it was pointed is not the purpose of Union Council.
 - iv. It was pointed that the Council as it stands in the Standing Orders is not practical as it meets once a term which will act as a bottle neck for getting policy passed.
 - v. It was suggested that the Council be called on as necessary and reduce the amount of 6.2.1.3 to '2 per faculty'.
- f) In regards to point 8, sub committees, point 8.1.3.2.1 was removed.

RESOLVED:

- 4) To remove point 8, sub committees, point 8.1.3.2.1 'Mandated by the individual who calls the meeting'.**
- g) It was pointed that there are different issues with PGT and PGR and as such should have separate meetings which should be both run by the AWO.
- h) It was resolved to pass the Officer and Coordinator positions with the amendments so that elections can take place.

RESOLVED:

5) To pass the amended officer and coordinator positions.

- i) It was suggested the 'forum' and 'services' can be 1 role.
 - i. The Deputy President (Education) expressed concern that the role of 'forum' does not actually exist as this is still in the inception stage with college.
 - ii. It was resolved to remove 'forum coordinator' from the coordinator positions and as such from the elections.

RESOLVED:

6) To remove 'forum coordinator' from the coordinator positions and as such from the elections.

- j) In regards to point 11.1, the elections regulation in the Constitution is actually regulation 4 and not 6 as stated.

RESOLVED:

7) Point 11.1 to read 'regulation 4'.

- k) Debate was had in regards to who can stand and vote. The following was discussed:
 - i. Allow final year UG students to stand and all final year students who have an accepted offer can vote.
 - ii. Allow final year UG's to stand but only PG able to vote.
 - iii. Allow the UG's who have stood be able to vote as well as PG's.
 - iv. It is feasible that the Union systems can allow these 3 options to happen.
 - v. It was questioned if it would be able to have it open to all those who have applied but not accepted places. It was explained that this is not possible due to the students not being register in the system. It was also stated that this will also dilute the electoral role by allowing those who are not informed to get involved.
 - vi. The committee moved to a vote on allowing all final year UG's to stand and the vote is as follows:
 - FOR 7
 - AGAINST 0
 - ABSTAIN 0Passes

RESOLVED:

8) To allow all final year UG's to stand in GSA elections.

- vii. The committee moved to a vote on who can vote; final year UG's with accepted officers and all PG students and all UG's who are standing. The vote is as follows:
 - FOR 7
 - AGAINST 0

ABSTAIN 0
Passes

RESOLVED:

- 9) **To allow final year UG's with accepted officers, all PG students and all UG's who are standing to vote in GSA elections.**

11. DISSOLUTION OF COFFEE CLUB

RECEIVED: the paper was presented by the RCC Chair.

RESOLVED:

- 1) **To dissolve RCC Coffee club.**

12. DISSOLUTION OF RCC FITNESS CLUB.

RECEIVED: the paper was presented by the RCC Chair.

RESOLVED:

- 1) **To dissolve RCC Fitness club.**

ACTION:

1. **The RCC Chair, President and Deputy President (Clubs & Societies) to meet to discuss what to do with the equipment from RCC Fitness.**

The meeting closed at 3.00pm

Approved as a correct record at a meeting of the Executive Committee on

_____ 2010/11

_____ Chair of the Meeting